

# Locally Submitted Projects

## Project Outline Worksheet



**PROJECT TOPIC:**

**PURPOSE OF PROJECT:** *Why is this project needed? What are the goals of this project?*

### COMPLETION REQUIREMENTS:

#### General Requirements:

A member will complete a project satisfactorily by:

- Participating in at least 2/3 of his/her own club meeting time;
- Completing the project requirements to the satisfaction of the club leader(s); and
- Taking part in an Achievement Program. A member will be allowed to participate in the Achievement Program only if he/she has participated in at least 2/3 of the meeting time of his/her own club prior to the Achievement Program.

#### Additional Requirements for this Project:

Each member will complete:

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**LEARNING OBJECTIVES:** *What will members learn?*

**PROJECT CONTENT:** *Outline project topics & suggested activities to support project topic:*

*\* Must include at least one activity that supports judging and/or communications (public speaking) in each meeting*

**Meeting ONE** (topic):

**Activities:**

**Meeting TWO** (topic):

**Activities:**

**Meeting THREE** (topic):

**Activities:**

**Meeting FOUR** (Topic):

**Activities:**

**Meeting FIVE** (Topic):

**Activities:**

**Meeting SIX** (Topic):

**Activities:**

**ACHIEVEMENT PROGRAM:**

*Provincial Requirements: Each club must organize a program of interest to the members and the community, and present it to the public as its Achievement Program. Each member is to have an active part to play in this program.*

**Plans for Achievement Program:**

**Safety Considerations:**

*Please list the general safety considerations / equipment required for this club.*

**SOURCES OF INFORMATION FOR THIS PROJECT:**

*List resources, subject experts, audio-visual aids, reference materials, web sites:*

*Please quote sources on any materials used to develop this project. Breaking copyright laws is a federal offence.*

**BEFORE YOU BEGIN:**

**You must submit at least this outline to your local 4-H Association and 4-H Ontario for approval before beginning the club.**

Your association will submit your outline to 4-H Ontario for approval.

**AFTER YOUR PROJECT IS COMPLETE:**

Be sure to keep a detailed record of your meeting activities. Record club activities, sources of information and materials, speakers, tours. This makes it easier for other leaders and clubs to use your project materials should they wish to try your project.

Present a completed copy of the project book to your local 4-H Association, then to 4-H Ontario for approval.